

DoD Space Planning Criteria for Health Facilities
Audiology / Hearing Conservation / Speech Pathology / Ear Nose and
Throat (ENT) or Otorhinolaryngology Clinic

3.10.1. PURPOSE AND SCOPE:

This section sets forth space planning criteria for the outpatient audiology, hearing conservation, speech pathology, and Otorhinolaryngological Clinical Services in military health care facilities. Otorhinolaryngology clinics include: Ear, Nose and Throat (ENT) and Vestibular exams.

3.10.2. DEFINITIONS:

Audiology: Audiology services in military treatment facilities provide the following types of services: evaluation of the auditory system to include pure tone air and bone conduction, speech threshold and recognition testing, electrophysiological testing, vestibular evaluations, pre and post operative exams, dispensing and fitting of hearing aids and hearing protection, and hearing conservation services.

Educational and Developmental Intervention Services (EDIS): Educational and Developmental Intervention Services are governed by DoDI 1010.13 which mandates that all children with special needs receive the assistance they require in order to receive a proper education. In OCONUS locations the military medical service shares the responsibility for providing these services with DoDDS. Medical related services can include occupational therapy, physical therapy, psychology services, and speech and audiology services.

Hearing Conservation: Hearing Conservation services are provided separately from Clinical Audiology Services. Hearing Conservation will provide the following services: hearing testing for the determination of temporary or permanent threshold shift (TTS/PTS), fitting of appropriate hearing protection, health education.

Otorhinolaryngology: The branch of medicine concerned with medical and surgical treatment of the head and neck, including the ears, nose and throat.

Speech Therapy: Speech services in military treatment facilities provide diagnosis and treatment of speech, language, voice, and swallowing disorders. Patients with such communication disorders often have hearing deficiencies.

Vestibular: relating to the internal ear, where balance functions are governed.

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3.10.3. POLICIES:

Clinic Composition: A separate audiology / speech therapy clinic will not be programmed if the number of audiologist and speech therapist's FTEs is 2 or less. When the workload of audio and speech does not support a separate clinic, the services may be combined with ENT, or otorhinolaryngology services.

A separate ENT clinic will be programmed if the number of otorhinolaryngologist FTEs is 3 or more. When the staffing of otorhinolaryngologist does not support a separate clinic, the services may be combined with either the general surgery clinic or audiology/hearing conservation and/or speech pathology services.

Educational and Developmental Intervention Services (EDIS): Adequate space for EDIS functions must be provided within OCONUS locations where dependents are sponsored. This may entail providing a single area for multiple specialties or it may simply entail ensuring the appropriate medical specialties are staffed within their own separate clinics. If a single EDIS area is provided, waiting and reception space, appropriate administrative office space, and appropriate treatment space (based on specialties included) will be provided. For the purpose of this chapter this could include locating an audiologist and/or speech pathologist within the EDIS area.

Separate Hearing Conservation Facilities: For the Army, a separate (freestanding) hearing conservation clinic will be constructed when there is an "at risk" hearing conservation population of 8,000 or greater.

3.10.4. PROGRAM DATA REQUIRED:

Is there a hearing conservation service in this MTF?
 Projected population supported by audiology program(s).
 Projected number of audiologist FTEs.
 Projected number of audiology technician FTEs.
 Projected number of speech therapist FTEs.
 Projected number of nurses assigned.
 Projected number of male staff.
 Is this the center for an Otorhinolaryngology Residency Program?
 Projected number of Otorhinolaryngologist assigned?
 Projected number of Otorhinolaryngologist residents assigned?
 Is there a Residency Research Technician for the Otorhinolaryngology Residency Program?

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3.10.5. SPACE CRITERIA:

Toilets, Lounges and Locker Areas: The criteria for toilets, lounges and locker rooms is provided in a separate section, Section 6.

Administrative Offices: The office space required to provide administrative support to operate the clinic services will be provided in accordance with criteria for administration in Section 2.1.

FUNCTION	AUTHORIZED		PLANNING RANGE/COMMENTS
	m ²	nsf	

PATIENT AREAS			
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Clinic Waiting Area	13.01	140	Minimum (provides for 7 seats). Provide 2.0 seats per audiologist or speech therapist FTE projected. Provide 2.0 seats for each ENT FTE provider projected. Provide 16 nsf for 95% of the seats and 25 nsf for 5% of the seats (handicapped waiting).
Clinic Reception Station/Control Ctr.	13.01	140	Minimum. One per clinic. 140 nsf per receptionist station for every 10 providers.
ENT Exam Room	11.15	120	Per room. 2 per doctor's office.
Vestibular Exam Room	13.94	150	1 per clinic, if this procedure performed in this department. Consider performing this function in treatment room, unless workload requires a dedicated room.
Patient Classroom/Conference Room	23.23	250	Minimum. One per every eight provider FTEs. Combine with another clinic if fewer than four provider FTEs.
Patient Toilets		varies	See Section 6.1.

STAFF AND SUPPORT AREAS			
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Administrative Office		varies	Refer to Chapter 2.1. Provide if full time administrative support programmed.
Speech Therapist Office	11.15	120	One per speech therapist (FTE) programmed.
Speech Therapy Technician's Office	11.15	120	One office per every three or fraction of three technician FTEs projected. (Do not include the senior technician if he or she is the NCOIC/LCPO or LPO).
Audiologist Office	11.15	120	One office per every audiologist FTE projected.
Doctor's Office (Otorhinolaryngologist)	11.15	120	1 per FTE provider assigned.
Audiology Technician's Office	11.15	120	One office per every three or fraction of three technician FTEs projected. (Do not include the senior technician if he or she is the NCOIC/LCPO or LPO).
Nurse Manager's Office	11.15	120	One per nurse manager FTE projected.

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FUNCTION	AUTHORIZED		PLANNING RANGE/COMMENTS
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STAFF AND SUPPORT AREAS (Continued)
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Nurses' Workroom	11.15	120	Minimum. Add 40 nsf for each nurse above 4 assigned to the clinic.
NCOIC/LCPO/LPO Office	11.15	120	One per clinic.
Equipment Storage	9.29	100	1 per clinic.
Staff Lounge		varies	See Section 6.1.
Staff Lockers		varies	See Section 6.1.
Staff Toilets		varies	See Section 6.1.
Litter and Wheelchair Storage	5.57	60	One per clinic.
Janitors' Closet	5.57	60	One janitor's closet per 10,000 nsf. See Section 6.1.

TESTING/TREATMENT: AUDIOLOGY/SPEECH PATHOLOGY		
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Audiology Pediatric Evaluation/Therapy Room	11.15	120	One per every two audiologist FTE projected.
Audiobooth Room (doubled walled booth)	11.15	120	One person booth. Minimum requirement when audiology service provided.
	34.75	375	One 2-6 person booth when total population exceeds 2,000.
Audiobooth Suite	17.65	190	One suite per audiologist programmed. If there is a hearing conservation program add an additional suite per 20,000 population supported.
Hearing Aid Fitting Room	18.58	200	One per clinic when two or more audiologist FTE projected. Combine with Hearing Aid Laboratory when only one audiologist FTE.
Hearing Aid Laboratory	9.29	100	One per clinic when two or more audiologist FTE projected. Reduce to 80 nsf and combine with Hearing Aid Fitting Room when only one audiologist FTE.
Vestibular Laboratory	9.29	100	One per clinic when two or more audiologist FTE projected. Combine with Auditory Electrophysiological Lab when only one audiologist FTE.
Auditory Electrophysiological Lab.	9.29	100	One per clinic when two or more audiologist FTE projected. Reduce to 80 nsf and combine with Vestibular Laboratory when only one audiologist FTE.
Videostroboscopy Room	13.94	150	One per clinic when services not provided in ENT. Also serves as location for computerized fluency assisted therapy, tracheoesophageal puncture (TEP) patient care and modified barium swallow results review.

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FUNCTION	AUTHORIZED		PLANNING RANGE/COMMENTS
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TREATMENT: ENT (Otorhinolaryngology):			
ENT Treatment Room	13.94	150	Per room, 1 per 6 exam rooms.
Recovery Room	11.15	120	Per room, 1 per ENT Clinic. Provide only if conscious sedation is used.
Recovery Toilet	5.57	60	1 per recovery room.
Audiobooth Room	11.15	120	One person booth. One per every four otorhinolaryngologist assigned. May be combined with Audiology department.
Videostroboscopy Room	13.94	150	One per clinic. Also serves as location for computerized fluency assisted therapy, tracheoesophageal puncture (TEP), patient care and modified barium swallow results review.

Functions which are required for Residency Education in Otorhinolaryngology:
The following areas must be programmed if the MTF provides an Otorhinolaryngology Residency Program.

FUNCTION	AUTHORIZED		PLANNING RANGE/COMMENTS
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Director of Otorhinolaryngology Residency	11.15	120	One per director of an Otorhinolaryngology Residency Program.
Secretary to Director with Visitor Waiting	11.15	120	One per Director of an Otorhinolaryngology Program Director, if there is a projected FTE secretary position.
Otorhinolaryngology Residency Coordinator	11.15	120	One per Residency Program Coordinator if there is a projected FTE.
Residents' Office Space	11.15	120	Minimum, 60 nsf per projected resident.
Residency Library	22.29	240	One/Otorhinolaryngology Residency Program.
Conference Room	37.16	400	One per Otorhinolaryngology Residency Program.
Residents' Exam Room	11.15	120	Two examination rooms for each of the maximum of residents (all types) at any one time, who see patients in the clinic.
Residency Research technician	11.15	120	One per Residency Program, if there is a projected FTE.
Small Group Counseling Rooms	11.15	120	One per eight residents.

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Freestanding Hearing Conservation Clinic:

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	m ²	nsf	

PATIENT AREAS			
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Clinic Waiting Area	13.01	140	140 minimum (provides 7 seats). Provide 2 seats per audiologist or speech therapist FTE programmed. Provide 16 nsf for 95% of the seats and 25 nsf for 5% of the seats (h.c. waiting)
Clinic Rec. Station/Control Counter	13.01	140	One per every 8 provider FTEs programmed.
Patient Toilets		varies	See Section 6.1.
Patient Classroom/Conference Room	20.90	225	One per clinic for every eight provider FTEs. Combine with another clinic if fewer than four provider FTEs.

STAFF AND SUPPORT AREAS			
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Audiologist Office	11.15	120	One office per every audiologist FTE programmed.
NCOIC/LCPO/LPO Office	11.15	120	One per clinic.
Equipment Storage	9.29	100	1 per clinic
Staff Lounge		varies	See Section 6.1.
Staff Lockers		varies	See Section 6.1.
Staff Toilets		varies	See Section 6.1.
Litter/Wheelchair storage	5.57	60	One per clinic.
Janitors' Closet	5.57	60	One janitor's closet per 10,000 nsf. See Section 6.1.

TREATMENT/ TESTING AREAS			
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Audiology Pediatric Evaluation/Therapy Room	11.15	120	One per every two audiologist FTE programmed.
Audiology Testing Booths	46.45	500	One 8 person booth for population of 8,000.
	92.91	1,000	Two 8 person booths for population of 12,500.
	139.36	1,500	Three 8 person booths for population of 20,000.
	185.81	2,000	Four 8 person booths for population of 30,000 or greater.
Audiobooth Suite	17.65	190	One suite per audiologist programmed. If there is a hearing conservation program add an additional suite per 20,000 population supported.
Hearing Aid Fitting Room	18.58	200	One per clinic if audiologist FTE programmed.

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Hearing Aid Laboratory	9.29	100	One per clinic if audiologist FTE programmed.
Vestibular Laboratory	9.29	100	One per clinic if audiologist FTE programmed.
Auditory Electrophysiological Lab.	9.29	100	One per clinic if audiologist FTE programmed.
Videostroboscopy Room	18.58	200	One per clinic when services not provided in ENT. Also serves as location for computerized fluency assisted therapy, TEP patient care and modified barium swallow results review.